



VACANCY ANNOUNCEMENT

The Department of Health has a career opportunity for qualified candidates for the following position:

Title Analyst Trainee [Classified Non-Competitive]			Salary P95 \$41,230.15
Posting Number 94-16	Position Number 953261	Number of Positions 1	Posting Period * From: 7/26/2016 To: 8/9/2016
Location: Center for Health Statistics and Informatics 225 E. State Street, 2nd floor			Scope of Eligibility/Open to: Applicants who Meet the Requirements
GENERAL DESCRIPTION			
<p>Coordinate inclusion of all data from required sources into the Center for Disease Control and Prevention (CDC) funded New Jersey Violent Death Reporting System (NJVDRS), following case inclusion criteria and guidelines, and within specified timelines set by CDC. Develop procedures and programs to link data from separate sources required to populate the NJVDRS and assess accuracy and completeness of these uploads. Develop and follow established quality assurance and quality control procedures to unduplicate records, check for missing data, errors, outliers, unlikely relationships and other data problems. Assist the principal investigator with the continued development and testing of the performance measurement and evaluation system using software and data platforms such as MS Access, SQL and SAS. Will also assist the principal investigator by contributing to the analysis of violence data for queries and reports.</p>			
REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)			
<p>Education: Graduation from an accredited college or university with a Bachelor's degree.</p> <p>License: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.</p>			
FILING INSTRUCTIONS			
Forward your cover letter, resume and application for employment** to: Jill Velez, Executive Assistant 3 Office of Commissioner Reference Posting #94-16 New Jersey Department of Health PO Box 360 Trenton, NJ 08646-0360		You can reply to this posting by emailing your cover letter, resume and application for employment to: PSTOC@doh.nj.gov * Resumes received after the closing date MAY be considered if the position is not filled. ** NOTE: You can access the State of New Jersey Application for Employment at: www.nj.gov/health/forms/dpf-663.pdf	

- Newly hired employees must agree to a thorough background check that will include fingerprinting.
- In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.
- In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.
- **The New Jersey Department of Health is an Equal Opportunity Employer.**

PER-53
FEB 16